### CUNYfirst EMPLID (8 digit CUNY ID)

<table>
<thead>
<tr>
<th>CUNYfirst EMPLID (8 digit CUNY ID)</th>
</tr>
</thead>
</table>

### Last name (family):

<table>
<thead>
<tr>
<th>First name (given):</th>
</tr>
</thead>
</table>

### Middle name:

<table>
<thead>
<tr>
<th>Date of birth:</th>
</tr>
</thead>
</table>

### Social Security number:

<table>
<thead>
<tr>
<th>Sex:</th>
</tr>
</thead>
</table>

### Veteran:

<table>
<thead>
<tr>
<th>Male</th>
<th>Female</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

### Ethnicity:

- [ ] White, non-Hispanic
- [ ] African American, non-Hispanic
- [ ] Puerto Rican
- [ ] Hispanic, other
- [ ] Asian or Pacific Islander
- [ ] Native American or Native Alaskan
- [ ] Other (please specify):
  - [ ] Choose not to respond

### Permanent address (street and number):

| Apt: |
| City: |
| State: |
| Zip code: |

### How long have you resided at the above address?

<table>
<thead>
<tr>
<th>Telephone:</th>
<th>Email (required):</th>
</tr>
</thead>
</table>

### Citizenship:

- [ ] U.S.
- [ ] Other:

### Are you currently enrolled as a CUNY student?

- [ ] Yes
- [ ] No

### Educational background:

**Please list all colleges and universities attended, starting with the most recent.**

<table>
<thead>
<tr>
<th>Years of Attendance:</th>
<th>Name of institution:</th>
<th>Major:</th>
<th>Degree:</th>
<th>Date of award:</th>
</tr>
</thead>
<tbody>
<tr>
<td>From:</td>
<td>To:</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### COURSE SELECTIONS

#### Topic 3: Operations

- **Management in Children’s Programs**
  - ECE 605: Management Systems for Quality Children’s Programs
    - Section: 01
    - Credits: 1
    - Dates: Monday, January 28 – Sunday, February 24, 2019
  - ECE 609: Technology and Communication to Enhance Early Childhood Programs
    - Section: 01
    - Credits: 1
    - Dates: Monday, February 25 – Sunday, March 24, 2019
  - ECE 610: Systems to ensure Health, Safety, & Nutrition in Children’s Programs
    - Section: 01
    - Credits: 1
    - Dates: Monday, March 25 – Sunday, April 21, 2019

#### Topic 5: Designing Programs that are Good for Children & Families

- ECE 614: Programming for the Whole Child
  - Section: 01
  - Credits: 1
  - Dates: Monday, January 28 – Sunday, February 24, 2019
- ECE 615: A Leadership Approach to Programming for the Whole Family
  - Section: 01
  - Credits: 1
  - Dates: Monday, February 25 – Sunday, March 24, 2019
- ECE 616: Programming for Children with Special Needs
  - Section: 01
  - Credits: 1
  - Dates: Monday, March 25 – Sunday, April 21, 2019

#### Topic 6: Seminar Children’s Program Administration

- ECE 617: Integration Seminar in Children’s Program Administration (Capstone Course)
  - Section: 01
  - Credits: 1
  - Dates: Monday, April 22 – Sunday, May 19, 2019

### REGISTRATION

<table>
<thead>
<tr>
<th>Amount enclosed</th>
</tr>
</thead>
<tbody>
<tr>
<td>One-time Application Fee (do not pay if you have previously enrolled in an SPS course)</td>
</tr>
<tr>
<td>Graduate Tuition</td>
</tr>
</tbody>
</table>

- [ ] Total enclosed: $__________

### Do you work for a QUALITYstarsNY program?

- [ ] Please indicate the ID number here: ____________

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For more information call: 212.652.CUNY (2869)
TUITION OBLIGATIONS

Should you choose to drop the course, you will be billed by the School according to the chart below.

<table>
<thead>
<tr>
<th>Days in the Session</th>
<th>First Refund Period</th>
<th>Second Refund Period</th>
<th>After Computed Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>Percentage of Refund</td>
<td>Days 1-3</td>
<td>Days 4-6</td>
<td>Final 22 Days</td>
</tr>
<tr>
<td>50%</td>
<td>50%</td>
<td>25%</td>
<td>0%</td>
</tr>
<tr>
<td>Percentage of Liability</td>
<td>50%</td>
<td>75%</td>
<td>100%</td>
</tr>
</tbody>
</table>

Quality Stars recipients should have a copy of their approved application at the time of course registration. Students who choose to register without an approved application will be subject to the tuition liability schedule.

PLEASE NOTE: If a student decides to drop the course, the student must notify the Associate Registrar immediately. The student will be subject to the School's tuition liability schedule and may be responsible for full payment.

IMMUNIZATION REQUIREMENTS

Students must present proof of immunization against measles, mumps, and rubella and return a Meningococcal Meningitis Vaccination Response Form, in order to register and attend classes.

Students must complete and mail the immunization forms to the address below:
CUNY School of Professional Studies
119 West 31st Street, 1st Floor
New York, NY 10001
Attn: Registrar

Please visit the following page to learn more about immunization requirements and to download the required forms: https://sps.cuny.edu/about/dean/policies/admissions-policies.

PAYMENT OPTIONS

Payment is due at the time of registration. You may pay your outstanding tuition via check or money order (no cash accepted) or submit a signed voucher, letter of credit, or sponsor/employer check payment by returning it to the address below:
CUNY School of Professional Studies
Attn: Bursar
119 W. 31st Street, 1st Floor
New York, NY 10001
Fax: 646-664-8722
Phone: 646-664-8640

Additional questions regarding charges and payment options can be sent to the Bursar's Office at bursar@sps.cuny.edu. If you need to request an official Bursar Bill, please submit the request by filling out the form on our website: http://sps.cuny.edu/forms.html.

Return this form to the address below.
CUNY School of Professional Studies
Attn: Associate Registrar
119 W. 31st Street, 1st Floor
New York, NY 10001
Fax: 646-664-8722

Financial Aid Information:
Applicants who are applying for financial aid from the NY Early Childhood Professional Development Institute please visit: www.earlychildhoodny.org or email cpac@earlychildhoodny.org.